

Program Manager to the Swedish Pavilion at Expo 2020 Dubai

Background

The Swedish participation at Expo 2020 is the government's largest investment on trade, investment and tourism promotion. The aim is to promote Sweden as a knowledge society and the competitiveness and creativity of Swedish industry, as well as to strengthen a versatile and positive image of Sweden abroad.

The Swedish pavilion will host a public exhibition, a conference section for the participating companies and organizations, and a broad programming content both inside and outside the pavilion. A number of high-level delegations, both from the public and from the private sector, will occur during the six months of Expo 2020.

About the position

We are looking for a Program Manager in an intense international environment, with knowledge of both how a guest of dignity and an audio technician should be supported in order to deliver their best. The assignment as Program Manager entails working in close cooperation with the Program Director (based in Stockholm and in Dubai 60 percent of the time), working with administration, development, follow-up and implementation of program activities that will create magic during the 173 days Expo runs.

While being self-sufficient and having documented experience on handling events and audio technique, the candidate should be categorized as a typical doer, with the drive to handle own events and be used to taking own initiatives, as well as having the ability to implement and complete tasks with excellent results within short timelines. For your daily help, you will have several talented runners from our guide team.

Profile

- Fluency in both written and oral English. Knowledge of Arabic is an advantage.
- Well-developed knowledge in the Microsoft suite or similar digital tools for efficient and secure event project management.
- Be able to represent the official Sweden towards other countries and others in a public context.
- Have a wide network of contacts, especially in Dubai, is a strong advantage.
- A very high stress level.
- Have a sense of humor is an advantage.

Contract period

Temporary employment with placement at the Swedish pavilion at Expo 2020 in Dubai from 1 October 2020 to 24 April 2021 (exact dates according to agreement).

Training of all personnel is carried out 1–19 October in Dubai.

Salary level according to agreement.

For further information please contact

Mattias Hansson, Program Director,

mattias.hansson@expo2020.se